

# EDUCATIONAL INSTITUTIONS

## HOW TO COMPLY WITH THE

### Emergency Planning and Community Right-to-Know Act

#### Emergency Planning and Community Right-to-Know Act (EPCRA)

This federal law is designed to promote emergency planning and preparedness at both state and local level. It provides citizens, local government, and local response authorities with information regarding the potential hazards in their community. **EPCRA** requires the use of emergency planning and designates state and local governments as recipients of information regarding certain chemicals used in the community. **EPCRA** has four major components:

- ' **Emergency Planning (Section 301-303)**
- ' **Emergency Release Notification (Section 304)**
- ' **Community Right-to-Know Reporting (Section 311-312)**
- ' **Toxic Chemical Release Reporting (Section 313) - "Not Applicable to Education Institutions"**

#### State/Local Regulations

State and local emergency response agencies may establish additional and/or more stringent reporting and planning requirements and may require the use of state-specific reporting forms and fees.

#### Emergency Planning (Section 302-303)

An Educational Institution with quantities of **Extremely Hazardous Substances (EHS)** equal to or greater than the threshold planning quantity (See EPA's List of Lists) is required to notify the **State Emergency Response Commission (SERC)** and **Local Emergency Planning Committee (LEPC)** within 60 days that the facility is subject to emergency planning requirements. The facility must designate a representative to participate in local emergency planning as a facility emergency coordinator. The facility must also submit additional information to the **LEPC** upon request and notify them of any changes at the facility which might be relevant to emergency planning.

There are about 360 specific chemicals classifies as EHS which are commonly found in research and teaching laboratories. A few EHS examples:

Sulfuric Acid -	Chemistry Laboratory
	Biology Laboratory
Service Batteries -	Back-up power for computers
	Fork lift
	Emergency lighting and other safety systems
	Emergency power generator
Ammonia-	Chemistry Laboratory
	Biology Laboratory
	Walk-in cooler or refrigeration systems
	Wax floor systems

Other EHS: Nitric Acid, Hydrogen Peroxide, Chlorine, Chloroform, Hydrofluoric Acid, Fluorine, Hydrogen Sulfide Bromine, and Phosphorus.

#### Emergency Release Notification (EPCRA Section 304)

An Education Institution which produces, uses, or stores a hazardous chemical must immediately notify the **LEPC**, **SERC**, and the National Response Center (**NRC 1-800-424-8802**), if there is a release of listed EHS or a hazardous substance designed under CERCLA that equals to or exceeds the reportable quantity for that substance (See EPA List of Lists).

The initial notice should give as much information as possible about the release as long as notification is not delayed. The initial notification of a release can be made by telephone, radio, or in person, but must be followed by a written notice to the **SERC** and **LEPC** as soon as practicable.

#### MSDS Reporting (EPCRA Section 311)

Only Public Educational Institutions in Connecticut and Vermont with state OSHA-approved plans and Maine as a result of Maine's State Law "An Act to Implement, Administer and Enforce the United State Emergency Right-to-Know Act of 1986 (June 1989) are required to report under EPCRA Section 311 and 312. Public Educational Institutions in Massachusetts, New Hampshire, and Rhode Island are encouraged to contact their LEPC and Fire Departments to determine if this information would be valuable to the community.